

**Pastor Search Committee Meeting
2022-10-19**

Attendance:

Ben Borsay
Tabitha Dillehay
Sarah Harre
David Milligan
Steve Shimp
Steve McKinnon
Meg LaRue
Rodney Woosley

Absent:

None

Minutes Approval

- 2022-10-11 Minutes need to be revised to update
 - Change: ~~we will plan to meet bi weekly~~
 - Update: We will plan to meet twice a month
- Future Minutes
 - Focus on the actions we take and the result of the conversation
 - Focus on to do items for agenda items

Pastor Search Committee Meeting Schedule

- 1st Tuesday of the month
- 3rd Wednesday of the month
- **Tuesday, Nov 1st** and **Wednesday, Nov. 16th** would be the next two meetings

Church Information Form (CIF) review

- We will request a salary range to be added by Session
- Section 3:
 - Pastor Search Committee Chairman needs to be filled in to add Steve Shimp and address
- Section 4:
 - Director of contemporary music needs to be filled in to add Tiffany Bach
 - Directory of Preschool Ministries need to be revised to Director of Early Childhood Ministries
- Section 5
 - Director of Traditional music needs to be updated to vacant
- Page 10, Number 21 regarding the Mission statement or strategic plan needs further clarification than “see our website”
 - We will add web links to the specific tabs for clarity
- **@Rodney Woosley** will request an editable version of the CIF from **@Gayle Budschu**
 - Page 12 has typos
 - Other pages have grammar that will need improving
 - Rodney has additional revisions that he made during the CIF process that he will add
- **@David Milligan** will take the amendments listed above to session at the 2022-10-25 session meeting for review and approval

Senior Pastor Job Description review

- We need to **bold** and underline the sentences about the duties not being the direct responsibilities to clarify the duties and responsibilities and make the line more prominent
- The job description will be used to draft the Senior Pastor interview questions
- **@Rodney Woosley** will revise the document
- **@David Milligan** will take the revised version to session at the 2022-10-25 session meeting for review and approval

Pastor Search Committee Communication Plan

- Congregation
 - Question: can this committee call a congregational meeting for decisions from the congregation?
 - **@Ben Borsay** will check on this item and email the answer to the group.
 - Cadence will be monthly with the same information through various formats
 - Announcements in the traditional and contemporary service
 - Written version of the communication in the eNews
 - Develop a format for the website
 - @Rodney Woosley will send a version that the Pastor Job Description committee liked
 - <https://www.upcorlando.org/psc>
 - Minutes will be available

- Session
 - Monthly verbal report
 - Minutes will be available
- Staff
 - **@Steve Shimp and another member of the SPSC** will meet with NHP staff after the Job description and CIF are approved by session
- **Nov. 1st** we will take a group photo

Consultant Firms

- We will research and consider a consultant firm for the search process
 - **We are going to be all about success**
- We will research and consider two consultant firms - Vanderbloemen and McGowan
 - www.vanderbloemen.com
 - www.mcgowanglobal.com
- **@Steve Shimp** will contact each of these consultant firms
 - We will need to review the proposals from both
- **@Steve Shimp** will research and identify a third firm to consider
- **@Rodney Woosley** will send the current proposal documents to the group

Previous NHP Senior Pastor History

- The Pastor Search Committee understands and can engage with candidates about the previous pastors and current health of the church
 - Eddie Spencer
 - Bill Stevens
 - Current health of the church